



COUNTY OF LOS ANGELES

DEPARTMENT OF PUBLIC WORKS

"To Enrich Lives Through Effective and Caring Service"

900 SOUTH FREMONT AVENUE
ALHAMBRA, CALIFORNIA 91803-1331
Telephone: (626) 458-5100
<http://dpw.lacounty.gov>

GAIL FARBER, Director

ADDRESS ALL CORRESPONDENCE TO:
P.O. BOX 1460
ALHAMBRA, CALIFORNIA 91802-1460

May 18, 2010

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Dear Supervisors:

ADOPTED

BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

#33 MAY 18, 2010

Sachi A. Hamai
SACHI A. HAMAI
EXECUTIVE OFFICER

**AS-NEEDED CIVIL AND STRUCTURAL ENGINEERING SERVICES
VARIOUS COUNTY PROJECTS
AWARD OF CONSULTANT SERVICES AGREEMENTS
(ALL SUPERVISORIAL DISTRICTS)
(3 VOTES)**

SUBJECT

This action is to approve two consultant services agreements for a not-to-exceed fee of \$225,000 each for as-needed civil and structural engineering services for a 2-year term with two 1-year renewal options for each firm.

IT IS RECOMMENDED THAT YOUR BOARD:

1. Award and authorize the Director of Public Works or her designee to execute consultant services agreements with Integrated Design Services, Inc., and JCE Structural Engineering Group, Inc., to provide as-needed civil and structural engineering services for various County projects for a 2-year term with two 1-year renewal options for each firm. The agreements shall not exceed a fee of \$225,000 each for a combined total of \$450,000 and are for a maximum term of 4 years.
2. Authorize the Director of Public Works or her designee to exercise the options to renew the contracts for two 1-year terms with each firm.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The recommended agreements will augment the Department of Public Works' (Public Works) ability to provide civil and structural engineering services to various County departments. The volume of requests for engineering services and their turnaround time vary throughout the year. Frequent surges in workload and requests for specialized expertise create the need for the as-needed engineering resources. The recommended consultant services agreements will enhance Public Works' ability to deliver engineering services efficiently and complete project-related activities within established timeframes.

Implementation of Strategic Plan Goals

The Countywide Strategic Plan directs the provision of Service Excellence (Goal 1) and Organizational Effectiveness (Goal 3) by managing fluctuations and increases in workload while providing quality services in a responsive manner to our clients.

FISCAL IMPACT/FINANCING

The contract period for each firm will be for 2 years with two 1-year renewal options to be exercised at the discretion of the Director of Public Works or her designee for a maximum term of 4 years. The value of each consultant services agreement is \$225,000, totaling \$450,000 for the two consultant services agreements.

Sufficient funds to finance these agreements for Fiscal Year 2010-11 are included in the proposed 2010-11 Public Works' Internal Service Fund-Facility Project Management proposed Budget. Funding for future years will be included in the proposed Budget requests. Costs in the Internal Service Fund-Facility Project Management will be recovered through individual projects with approved budgets for this work. There will be no impact on net County cost.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

A standard consultant services agreement, in the form previously approved by County Counsel, will be used. The agreements will be in compliance with the Chief Executive Officer's and your Board's requirements.

The agreements will contain terms and conditions supporting your Board's ordinances, policies, and programs, including but not limited to: County's Greater Avenues for Independence and General Relief Opportunities for Work Programs (GAIN/GROW), Board Policy No. 5.050; Contract Language to Assist in Placement of Displaced County Workers, Board Policy No. 5.110; Reporting of Improper Solicitations, Board Policy No. 5.060; Notice to Contract Employees of Newborn Abandonment Law (Safely Surrendered Baby Law), Board Policy No. 5.135; Contractor Employee Jury Service Program, Los Angeles County Code, Chapter 2.203; Notice to Employees Regarding the Federal Earned Income Credit (Federal Income Tax Law, Internal Revenue Service Notice 1015); Contractor Responsibility and Debarment, Los Angeles County Code, Chapter 2.202; and the Los Angeles County's Child Support Compliance Program, Los Angeles County Code, Chapter 2.200; Defaulted Property Tax Reduction Program, Los Angeles County Code, Chapter 2.206; and the standard Board-directed clauses that provide for contract termination or renegotiation.

Data regarding the proposers' minority participation will be on file with Public Works. The contractors were selected upon final analysis and consideration without regard to race, creed, gender, or color.

The contracts will be for a period of 2 years. With your Board's delegated authority, the Director of Public Works or her designee may renew the contracts for two 1-year renewal options, not to exceed a total contract period of 4 years.

The agreements include a cost-of-living adjustment provision in accordance with your Board policy, which was approved on January 29, 2002.

ENVIRONMENTAL DOCUMENTATION

A finding of environmental impact is not required for award of the consultant services agreements for this scope of work.

CONTRACTING PROCESS

On February 4, 2010, Public Works issued a Request for Proposals (RFP) to 144 firms. Twenty-seven firms responded to the RFP. An Evaluation Committee, consisting of Public Works' technical staff, evaluated the proposals. Evaluation of the firms was based on technical expertise, proposed work plan, experience, personnel, qualifications, and understanding of the work requirements. These evaluations were completed without regard to race, creed, color, or gender. Based on their review and evaluation of the proposals, the Evaluation Committee recommended Integrated Design Services, Inc., and JCE Structural Engineering Group, Inc., as the best-qualified firms to perform the specified services.

The agreements with Integrated Design Services, Inc., and JCE Structural Engineering Group, Inc., include a cost-of-living adjustment provision that is consistent with your Board's policy and will be applied in the third and fourth years of the agreements.

As requested by your Board on February 3, 1998, the RFP was listed on the Doing Business with Us website. A copy of the website posting is enclosed for your reference.

Integrated Design Services' and JCE Structural Engineering Groups' Community Business Enterprises participation data and 3-year contracting histories are on file with Public Works.

Public Works has evaluated and determined that Los Angeles County Code Chapter 2.201 (Living Wage Program) does not apply to the recommended contracts.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

There will be no negative impact on current County services or projects during the performance of the recommended consultant services.

CONCLUSION

Please return one adopted copy of this letter to Public Works, Architectural Engineering Division.

Respectfully submitted,

A handwritten signature in cursive script that reads "Gail Farber".

GAIL FARBER
Director

WTF:GF
DM:dh

Enclosures

c: Chief Executive Office (Lari Sheehan)
County Counsel
Executive Office
Department of Public Social Services
(GAIN/GROW Program)

Bid Detail Information**Bid Number :** AED00011A**Bid Title :** REQUEST FOR PROPOSALS AS-NEEDED CIVIL AND STRUCTURAL ENGINEERING CONSULTANT SERVICES**Bid Type :** Service**Department :** Public Works**Commodity :** ENGINEERING - CIVIL**Open Date :** 8/27/2009**Closing Date :** 10/8/2009 5:00 PM**Bid Amount :** N/A**Bid Download :** Not Available**Bid Description :** The County of Los Angeles Department of Public Works is requesting proposals from qualified firms to provide as-needed civil and structural engineering consultant services for the Architectural Engineering Division.

Proposals are due no later than 5 p.m., on October 8, 2009.

To request a copy of the RFP, please send an email with contact name and complete address to ipena@dpw.lacounty.gov. This Request for Proposal is not available by email.

Contact Name : Ivonne Pena**Contact Phone# :** (626) 458-2585**Contact Email :** ipena@dpw.lacounty.gov**Last Changed On :** 9/1/2009 8:26:37 AM[Back to Last Window](#)